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25 February 1955

CIA SELECTION BOARD

**Policies concerning Crediting of Service with
CIA in other than Staff Employee or Staff Agent Status
Toward Eligibility for Membership in the Career Staff**

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1. CIA Regulation [REDACTED] limits membership in the Career Staff "to U. S. citizen Staff Employees and Staff Agents and requires three years' active service in CIA which is a prerequisite to consideration for membership in the Career Staff" (paragraph 2c). Active service "may, at the discretion of the CIA Selection Board, include other service in the Agency in a civilian or military status or military service of an employee who has been restored as a Staff Employee or Staff Agent after having left the Agency to enter the Armed Forces" (paragraph 2e).

2. The CIA Selection Board has determined that requests for rulings by the Board or for action by its Executive Director, concerning the crediting of service other than that of Staff Employee or Staff Agent toward the requisite three-year provisional period, will be considered only when made by the Head of the appropriate Career Service.

3. The CIA Selection Board, in exercising its discretionary power as provided in Regulation [REDACTED] has determined that the following policies shall prevail and has delegated to its Executive Director the authority to take action to implement these policies, when an appropriate request has been made, without further reference of each case to the Board:

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a. Full credit of not to exceed two years will be given to a Staff Employee or Staff Agent toward the requisite three-year provisional period for military or detailed civilian service with CIA, provided

(1) that such service was performed on detail under military orders or on official civilian detail from another government agency, and

(2) that such service was in a capacity essentially similar to that to which the detailed individual was subsequently assigned as a Staff Employee or Staff Agent, and

(3) that in no case will such service be credited until one full year has been served as a Staff Employee or Staff Agent and the employee has passed the one year trial service period.

b. That military service of a Staff Employee or Staff Agent who has been restored to civilian employment after military duty shall not be credited toward the requisite three-year provisional

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period unless such military service was undertaken at the behest of CIA.

c. That, notwithstanding paragraph 3a and 3b, above, military service of a Junior Officer Trainee, when he is not detailed to CIA but is undergoing basic training or other military training or duty inspired by CIA, will be credited at the rate of one-half day for each day of such duty toward the requisite three-year provisional period, provided the Junior Officer Trainee shall have served for one full year as a Staff Employee or Staff Agent.

4. The CIA Selection Board has further determined:

a. That requests from the Heads of Career Services for action counter to that described in paragraph 3 shall be brought by its Executive Director to the Board for decision in each individual case.

b. That any service with CIA other than that described in paragraph 3, such as that of Career Agent, Contract Employee, Contract Agent, Field Agent, Consultant, etc., will be credited to a Staff Employee or Staff Agent toward the requisite three-year provisional period only after decision by the Board in each individual case.

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